



Position Summary:

The Parts Associate will play a pivotal role with CanCrete, reporting directly to the CEO and will be responsible for inside sales, purchasing, inventory management, rentals, warehouse management and developing and implementing general business strategy. This full-time position requires close teamwork with all departments, ensuring all deliverables are met.

Responsibilities:

- Inside sales using technical manuals to decipher required parts and troubleshoot equipment in a customer facing role
- Source and procure a multi-million-dollar inventory budget in a timely fashion to ensure customer needs are met
- Lead daily warehouse meeting reviewing all shippable orders and pending sales orders – driving to business KPI's
- Prepare and verify data for vendors and participate in supplier negotiations
- Responsible for managing inventory supply, inventory value, reorder points, rental inventory, BOM's, deadstock and transfers between both locations
- Understand supplier and manufacturer promotions, pricing structures, ordering requirements, inventory levels and communicate with other departments about changes as required
- Act as an escalation point and problem solver for customers and sales team
- Trade show planning, execution, attendance, and support
- Ensure all rental contract details are accurate, equipment is examined upon return, parts are functional, and orders are billed in a timely fashion

The Ideal Candidate:

- Minimum high school diploma although post secondary education is an asset
- 2+ years experience in a parts role
- An understanding of concrete, construction, and concrete pumping would be an asset
- ERP system experience would be an asset
- Very strong written and verbal communication skills
- Proven ability to deliver results including KPI responsibility
- An organized, strategic thinker with strong business acumen and the ability to prioritize tasks at hand
- Proficiency in using Microsoft Office Suite applications
- Valid G driver's license

The Benefits:

CanCrete Equipment Ltd. offers a competitive salary, a company sponsored pension matching program, a complete benefits package and great career advancement opportunities. The chosen candidate will have a seat at the decision-making table for a high growth company and ability to make a difference in the direction of CanCrete. Hands on equipment training (on/off job site, and OEM) will be provided.

CanCrete values diversity and the contribution of all team members through regular performance reviews, career planning, lunches, BBQ's, annual bonuses, and gift cards.

Job Types: Full-time, Permanent